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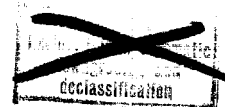
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**REPORTING PROCEDURES AND OTHER RESPONSIBILITIES CONCERNING
LOSSES, SHORTAGES AND UNAUTHORIZED USE OF OFFICIAL FUNDS**

1. Any employee or agent who has or acquires information which indicates that any person has used or may use official funds for personal, improper or unauthorized purposes, or that any person has failed to report the receipt of official funds coming into his possession as a result of his official activities, shall immediately furnish a written report of all pertinent information known to him to the Inspector General, either direct or through normal command channels. The Inspector General shall furnish the appropriate Deputy Director with a copy of each report not received through command channels. The Deputy Director concerned shall furnish the Inspector General with his comments and recommendations on each report.

2. The Inspector General shall investigate situations reported under this regulation, consulting with the General Counsel as the facts warrant. In those instances where the Agency is required by law to report

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to the Attorney General, the General Counsel, in reporting to the Attorney General, will not reveal sensitive or classified information without prior concurrence of the Deputy Director concerned or the Deputy Director of Central Intelligence.

3. All supervisory personnel are reminded that their responsibilities require that they supervise the use and expenditure of official funds. In particular, any instance of improper or illegal use, or inadequate accounting, of advances should be reported promptly and corrective action taken.

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